

TOWN OF HERNDON

Enriching the Quality of Life and Promoting a Sense of Community

P.O. Box 427

Herndon, VA 20172

NOTICE OF AWARD

STANDARD CONTRACT



Contract Number: 11-01

This contract entered into this 15th day of November, 2010, by 1st Lady Janitorial Services, LLC hereinafter called the "Contractor" and the Town of Herndon, hereinafter called the "Purchasing Agency".

Contract services will begin on December 15, 2010 with a meeting with all 5 employees in order to tour the building, explain the rules and address any concerns. This meeting should not exceed an hour in length.

WITNESSETH that the Contractor and the Purchasing Agency, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

SCOPE OF SERVICES: The Contractor shall provide the goods and services to the Purchasing Agency as set forth in the Contract Documents.

COST: \$ 2,809.51 per month as per 2.0 scope of work of IFB #11-01:

\$ 320.00 per semi-annual for stripping, refinishing and buffing of entire floor
The contract documents shall consist of:

- (1) This signed form; and
- (2) Invitation for Bid #11-01, all addendums and mutually agreed upon Terms and Conditions.
- (3) Contractor's proposal as submitted.

IN WITNESS WHEREOF, the parties have caused this Contract to be duly executed intending to be bound thereby.

CONTRACTOR

1st LADY JANITORIAL SERVICES, LLC

By: _____
Print: _____
Title: _____
Date: _____

PURCHASING AGENCY

TOWN OF HERNDON

By: _____
Print: _____
Title: _____
Date: _____